



Internal Revenue Service

Small Business/Self-Employed

IRS Stakeholder Partners Headliners ...and more

Volume 4

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This e-mail is being sent to you for distribution to your organization's members. If you need further assistance please contact your local Taxpayer Education and Communication (TEC) office. The number is available in IRS Publication 3698A "Small Business/Self-Employed Taxpayer Education and Communication at a Glance", which can be found at [Taxpayer Education and Communication](#).

Changes to the Centralized Authorization File (CAF), third-party authorizations

CAF is a computerized system of records that contains information on authorized representatives of taxpayers. In July 2001, ten service center databases were consolidated into one database. Prior to July 2001, a stand-alone database existed at each service center. Effective January 2, 2002, all CAF processing is completed in only two Small Business/Self Employed Accounts Management Centers (Memphis and Ogden). These two centers will process all third-party authorization requests submitted on Forms 2848, 8821, and Form 706, Part 4. International CAF processing will remain in Philadelphia. The consolidation and centralized process provides easier access to third-party information, reduces processing problems, and simplifies procedures for obtaining authorization. Practitioners are no longer required to submit new authorization requests for each third-party correspondence on civil penalty issues. These changes allow the IRS to provide consistent customer service using one up-to-date database for customer inquiries, reducing unauthorized disclosures and improving timeliness and accuracy. New telephone and fax numbers and mailing addresses are available at:

What's New Third Party Authorization

Three new services are available to taxpayers authorizing third-party representatives. These new services, Third Party Designee (formerly Checkbox Authority), Oral Disclosure Consent, and Oral Tax Information Authorization (TIA) are explained within this package.

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